

FIG. 1

20

JULY 23, 2000

MR. JOHN SMITH
VICE PRESIDENT OF OPERATIONS
ACME LABORATORIES
1000 W. MAIN STREET
LOS ANGELES, CA. 90001

## DEAR MR. SMITH,

THIS LETTER IS IN REGARD TO YOUR JUNE 3, 2000 ORDER FROM US OF 5000 UNITS OF OUR SUPERTUF BRAND BEAKERS. I AM PLEASED TO INFORM YOU THAT YOUR ORDER ARRIVED AT OUR WAREHOUSE ON JULY 20, 2000. THE ORDER IS BEING SHIPPED TODAY.

SINCERELY,

**BOB RICHARDS** 

VP

GLASSCO MFG., INC.

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       <!S="SUBJECT"> BEAKER<!S> ----------10b1
       <!S="SUBJECT"> DELIVERIES<!S> --------10b2
       <!S="SUBJECT"> SALES<!S> -----
12c-
       <!S="DATE WRITTEN">JULY 21, 2000<!S> ----- 10c
12d-
       <!S="CAPACITY (mL)">500<!S> ______10d
12e-
       <!S="MATERIAL OF MANUFACTURE">TEMPERED GLASS<!S> ----- 10e
12f-
       <!S="TEMPERATURE MAXIMUM(F)">212<!S> ------------------------10f
12g-
       <!S="TEMPERATURE MAXIMUM(C)">100<!S> ---
12h-
       <!S="PRESSURE RESISTANCE (PSI)">120.25<!S> ----
12i-
       <!S="DATE OF ORDER">JUNE 3, 2000<!S> ---
12i-
       <!S="DATE OF SHIPMENT">JUNE 21, 2000<!S>
12k-
       <!S="VOLUME OF ORDER (PIECES)">5000<!S>
121-
       <!S="TYPE OF ITEM ORDERED">BEAKER<!S>
12m-
       <!S="BRAND OF ITEM ORDERED">SUPERTUF<!S> ---
                                                     -10m
        <TITLE>FIG. 2A</TITLE>
                                       22
        </HEAD>
        <BODY>
        <P>&NBSP;</P>
       <P>JULY 23, 2000</P>
        <P>MR. JOHN SMITH</P>
        <P>VICE PRESIDENT OF OPERATIONS
        <P>ACME LABORATORIES</P>
        <P>1000 W, MAIN ST.</P>
        <P>LOS ANGELES, CA 90001</P>
        <P>DEAR MR. SMITH:</P>
           <P>&#9;THIS LETTER IS IN REGARD TO YOUR JUNE 3, 2000 ORDER FROM US OF 5000 UNITS OF OUR
        SUPERTUF BRAND BEAKERS. I AM PLEASED TO INFORM YOU THAT YOUR ORDER ARRIVED AT OUR
        WAREHOUSE ON JULY 20, 2000. THE ORDER IS BEING SHIPPED TODAY. </P>
        <P>SINCERELY.</P>
        <P>&NBSP:</P>
        <P>BOB RICHARDS</P>
        <P>VP</P>
        <P>GLASSCO. MFG., INC.</P>
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```

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## INVOICE

| PRODUCT          | CAPACITY | UNIT PRICE | QUANTITY | PRICE   |
|------------------|----------|------------|----------|---------|
| SUPERTUF BEAKERS | 500mL    | \$0.50     | 5000     | \$2,500 |

SHIP DATE: JULY 21, 2000

SHIPPING ADDRESS:

ACME LABORATORIES SUPPLIES 1000 W. MAIN STREET LOS ANGELES, CA. 90001

FIG. 3A

```
<HTML>
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       <!S="CAPACITY (mL)">500<!S>
12e-
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12f-
       <!S='TEMPERATURE MAXIMUM(F)">212<!S>
12q-
       <!S="TEMPERATURE MAXIMUM(C)">100<!S>
12h-
       <!S="PRESSURE RESISTANCE (PSI)">120.25<!S>
12j-
       <!S="DATE OF SHIPMENT">JUNE 21, 2000<!S>
12k-
        <!S="VOLUME OF ORDER (PIECES)">5000<!S>
121-
        <!S="TYPE OF ITEM ORDERED">BEAKER<!S>
12m-
        <!S="BRAND OF ITEM ORDERED">SUPERTUF<!S>
12n
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12b
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        <P>UNIT PRICE</TD>
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         <TD WIDTH="17%" VALIGN="TOP">
         <P>500mL</TD>
         <TD WIDTH="20%" VALIGN="TOP">
         <P>$0.50</TD>
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         <TD WIDTH="16%" VALIGN="TOP">
         <P>$2,500</TD>
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         <P>SHIP DATE: JULY 21, 2000</P>
          <P>SHIPPING ADDRESS:</P>
          <P>ACME LABORATORIES SUPPLIES
          <P>1000 W. MAIN ST.</P>
          <P>LOS ANGELES, CA 90001</P>
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 $\overline{FIG}$ .  $\overline{3B}$ 



